Minutes
Charline Place Board Meeting
March 27, 2007
6:30pm in the Laundry Room

Meeting called to order at 6:35pm

Roll Call: Stacy Schurman, Sharon Hendrickson, Margarita Thatcher, Jessie Bertoli, Karen Maginn & Chris White

Management: Kathy Andersen, Community Manager, Bryan Sanders, Operations Manger and Steve Smalley, President Colorado Management, Inc

Owners Forum:
Margarita Thatcher is here to speak for her daughter Cynthia Thatcher in unit 31. Info goes back several years and personal situations prohibited her from presenting to the board sooner. She is here to discuss window replacement work done by Phoenix Restoration, also Phoenix would not guarantee without window painting. At this time Margarita is asking for the HOA to reimburse, also Phoenix would not guarantee without window painting, which Margarita has done at her expense. Margarita also asks about paying the assessment, can it be paid monthly. Assessment can be paid however she wants to pay just so it is paid by 3/31/2008.
Chris White - Letting the board know that permits were not pulled and contractor said he would pull permits. City said as long as it was not anything major there would not be a full inspection. Inspector said they will approve from a picture. Chris states that contractor will have permits by the end of the week. Board approves Brian Sander to be the third part.

Meeting Minutes: January 23, 2006 minutes were presented for approval. Sharon moves to approve, Karen 2nds.

Financials-

Cash Account	$32,364.27
Saving Account/Reserves	$27,803.97
Total Current Assets	$60,168.24

Steve Smalley interjects that the he would like to see the special assessment put into a dedicated fund with a separate line item. Steve Smalley suggest money be split between CD's and money market. Steve is asking the board to approve a dedicated fund and that the money be used only for the restoration project. During the course of this project the money will be closely watched in order to maximize the return on this investment. Check to see what % is being earned on the current savings. May want to say liquid until Ray provides a plan. Stacy motions to open a dedicated fund Karen 2nd all in favor.

Approved

Old Business/Action Log:

All in all the board is happy with the scope of work that Elizabeth is performing. Steve suggests that everyone be sure to keep board members only on their e-mails as we move forward there is going to be confidential information that until the board is in agreement should not be public information. Sharon is looking into companies to take care of the floors and secure bids. Terrazzo vendors. CMR to provide a scope of work.

Kathy will e-mail the board with cost of the financial audit & financial reviews. Stacy suggests that maybe an audit should be done and then financial reviews. Karen would like to see the cost of audit vs review would like a couple bids. Steve discusses what the auditor will look for during the audit.

Storage units are they deeded, Stacy said there is nothing of legal record stating that everyone has a storage unit. It may be a good idea to figure out how many storage units that we are short, where we could possibly add the new ones that are needed and then have them numbered. Steve suggest labeling with letter so that it doesn't get necessarily tie in with the unit numbers for safety sake. (Unit 1 storage locker #1). Lockers belong to the association and the board can determine how they want to manage them.
Board would like to have a notices sent out asking for homeowners to id their storage units, Stacy will act as point of contact to gather this information. Jessie thinks that he may have a drawing of the storage units in the basement he will check to see if he has it.

Stacy states that the sewer smell is getting worse in her unit. Stacy doesn't think it is unit specific. Stacy will talk to 1st floor people a see who is having problems Stacy will call Brian after investigation.

New Business:

Steve is trying to establish a Charline Place Yahoo Group. Looks like no one received the invitation.
Ray Kramer need employee id information Kathy will provide this info to Karen.
Sharon is providing a list from Elizabeth that she can not get done, Brian to get work done.
Deck above Sharon's unit causes water to be leaking into her front windows. This damage we believe will be addressed during the assessment; it may not be a bad idea to have a mission statement in regard to the exterior building restoration. Steve will help put together the mission statement.
Stacy asked whether we have no trespassing signs. Charline is on the no trespass list. If there is noting posted there is nothing that can legally be done. Sign by doggie pot Stacy will renew position on the trespassing list. Need pricing for signs.
Approval was made by e-mail to hire Ray to move forward with the assessment.

Approved

Ray Kramer emailed Karen with an application he is filling out and Karen will e-mail to everyone.

Board would like Ray to include the whole group in all his e-mails but forward any questions to Karen, Kathy & Brian to be included in group.

Communication, residents calling and not getting a response. If Kathy or Carol gets the message it is put on the action log. Would like CMR signs for each entrance maybe by the mailbox. Website is updated with complaint forms and can be filled out online then CMR can attach to the group and problems can be solved more timely. Sharon feels that everything is moving along more quickly.

Brian sent letter to upstairs unit in carriage house regarding air conditioners because it was brought to the attention of the board, no response at this time. Board aggress there is no reason to pursue.

Adjournment: Stacy motions to adjourn, Karen 2nd, all in favor, meeting adjourned at 8:00pm

Approved